

Appendix 1

Meeting Minutes
Interagency Planning Committee



Jefferson County Wildfire Mitigation Planning Project 06/23/04

Attendees:

Name	Phone	Email	Affiliation
Wes Jones	552-2627	wjones@ersglobal.net	ERS – Operations Manager
Rick Fawcett	478-7982	fawcett@ats.com	ERS
Tim Schreiber	552-2627	tschreiber@ersglobal.net	ERS
Mike Clements	745-8641	mclements@bhs.idaho.gov	BHS
Don Gossweiler	524-7620	Donald_gossweiler@blm.gov	BLM
Lance R. Brady	524-7560	lance_r_brady@blm.gov	BLM
Debbie Karren	745-7988	ddkarren@juno.com	Jefferson County
Daniel Jose	745-9220	djose@co.jefferson.id.us	Jefferson County
Sherry Lufkin	745-9215	slufkin@jefferson.id.us	Jefferson County
Joyce Briggs	745-9215	jbriggs@co.jefferson.id.us	Jefferson County
Kirt Hayes	745-6003 243-3511 cell	chief@centralfiredistrict.com	Central Fire District
John O'Neill	525-7290	joneill@idfg.state.id.us	ID Dept. of Fish and Game

Scope:

Emergency Response Solutions facilitated the first Wildland/Urban Interface Mitigation Planning session on June 23, 2004 in the Jefferson County Community center from 9:30-10:45 a.m. The meeting was the first opportunity to discuss the wildland/urban interface fire mitigation plan development and future implementation activities in support of the Jefferson County Wildfire Mitigation Planning project.

Provided:

All personnel in attendance were provided copies of an introduction to the National Fire Plan, the State of Idaho Fire Plan, the Project Scope, and a listing of requested reference materials.

- Lance Brady from BLM provided hard copies and digital files of a Fire History Map and a Vegetation Map for Jefferson County.

Discussion points:

- ◆ Discussed who should be invited to serve on the Interagency Planning Team, what the expectations were from their participation.
- ◆ A discussion was held on the Basic “Outcome Based” Planning Process
- ◆ ERS requested that a map, depicting the boundary of the Wildland/Urban Interface area be developed. The map will be developed with input by the County GIS Department and BLM.
- ◆ Kirt Hayes and Debbie Karren will identify hazard areas within the County and place locations on the map.
- ◆ Discussed potential issues that might need to be addressed including:
 - ◆ Areas of Federal and State Lands
 - ◆ Identification of CRP ground/map data will be provided to Lance Brady from ERS/NRCS
 - Waiver from County Commissioners to use property owner assessment information.
 - Kirt Hayes advised that the Central Fire District has a Red Zone grant program in progress. Kirt will provide information collected to ERS.

- Talked of participating with the county zoning activities booth to facilitate public input on the plan.
- ◆ Idaho Statewide Implementation Strategy for the National Fire Plan – reviewed the draft Wildfire Mitigation Plan format and discussed how it complies with the guidelines.
- ◆ ERS will provide a web page link to the Draft Mitigation Plan for use by the planning team and the community citizens.
- ◆ ERS will begin development of the Mitigation Plan Draft and route it for review and comment as soon as the reference materials are made available.

The next meeting is scheduled for July 15th at 2:00 a.m. at the Jefferson County Community Center.



Jefferson County Wildfire Mitigation Planning Project July 28, 2004

Attendees:

Name	Phone	Email	Affiliation
Shyne Brothers	552-2627	sbrothers@ersglobal.net	ERS
Rick Fawcett	478-7982	fawcett@ats.com	ERS Consultant
Keith Birch	313-3446	kbirch@idl.state.id.us	Idaho Department of Lands
Lance R. Brady	524-7560	lance_r_brady@blm.gov	BLM
Debbie Karren	745-7988	ddkarren@juno.com	Jefferson County
Sherry Lufkin	745-9215	slufkin@jefferson.id.us	Jefferson County
Bryan Grover	745-6003	asstchief@centralfiredistrict.com	Central Fire District
Kirt Hayes	745-6003 243-3511 cell	chief@centralfiredistrict.com	Central Fire District

Scope:

Emergency Response Solutions facilitated the second Wildland/Urban Interface Mitigation Planning session on July 26th, 2004 in the Jefferson County Community center from 2:00 – 3:30 p.m.. The meeting was the second opportunity to discuss the wildland/urban interface fire mitigation plan development and future implementation activities in support of the Jefferson County Wildfire Mitigation Planning project.

Provided:

All personnel in attendance were provided copies of the first draft of the Jefferson County Wildland/Urban Interface Fire Mitigation Plan.

All personnel in attendance were asked to review the proposed Mission and Goals for the Jefferson County Wildland/Urban Fire Mitigation Program. The Goals are stepping-stones between the broad direction of the mission statement and the specific recommendations outlined in the implementing actions, which include:

- Protect Life and Property
- Public Awareness
- Natural Systems
- Partnerships and Implementation
- Emergency Services

Discussion points:

- ◆ The County map, depicting the boundary of the Wildland/Urban Interface area was reviewed and additional issues to be included were identified. The map is being developed with input by the County GIS Department and BLM.
- ◆ Discussed potential issues that might need to be addressed including:
 - ◆ Areas of Fish and Wildlife State Lands
 - ◆ The Federal property located at Sage Junction
- Debbie Karren will request a waiver from County Commissioners to use property owner mailing and assessment information.
- Shyne Brothers will provide a copy of the public survey so that Debbie Karren can get approval for its release from the County Commissioners.

- Discuss the relationship between noxious weeds and mitigation alternatives.
- ◆ The First Draft of the Mitigation Plan can be reviewed on the ERS website, the password is jeffersonems.

Next Steps:

- ❑ Complete the Hazard Boundary Map.
- ❑ Send out the public survey to those living in the hazard zones.
- ❑ Complete the Hazard Assessment
- ❑ Development of mitigation alternatives
- ❑ Conduct Public Meetings

The next meeting will be scheduled in late August based on the return of public surveys and the completion of the hazard assessment.



Jefferson County Wildfire Mitigation Planning Project September 1, 2004

Attendees:

Name	Phone	Email	Affiliation
Rick Fawcett	478-7982	fawcett@ats.com	ERS Consultant
Shyne Brothers	552-2627	sbrothers@ersglobal.net	ERS
Kirt Hayes	243-3511	chief@centralfiredistrict.com	Central Fire District
Keith Birch	313-3446	kbirch@idl.state.id.us	IDL
Rick Lamb	604-3220 228-3353	N/A	Roberts Fire District
Don Gosswiller	524-7620	Donald_gosswiller@blm.gov	BLM
Debbie Karren	745-7988	ddkarren@juno.com	Jefferson County
Mike Miller	745-9210	mmiller@co.jefferson.id.us	Jefferson County Sheriff's Office
Sherry Lufkin	745-9215	slufkin@co.jefferson.id.us	Jefferson County Assessor's Office
J. Howard Johnson	745-6664	Howard.Johnson@id.usda.gov	NRCS
John O'Neill	525-7290	joneill@idfg.state.id.us	Idaho Dept. of Fish and Game

Scope:

Emergency Response Solutions facilitated the third Wildland/Urban Interface Mitigation Planning session on September 1, 2004 in the Jefferson County Community Center from 2:00 – 3:30 p.m. The meeting was the third opportunity to discuss the wildland/urban interface fire mitigation plan development and future implementation activities in support of the Jefferson County Wildfire Mitigation Planning project.

Provided:

All personnel in attendance were provided copies of the draft of the Jefferson County Wildland/Urban Interface Fire Mitigation Plan. Copies of the public survey responses were also provided.

All personnel in attendance were asked to review the zone designations and risk assessments provided in section 3 of the plan.

Discussion points:

- ◆ The Wildland Urban Interface Zones and CRP ground need to be indicated on the map. Areas for each zone were established.
- ◆ The current fire protection provided to Market Lake and Mud Lake Wildlife Management Areas was discussed.
- ◆ Kirt Hayes established that there are no other existing actions to be included into the plan other than Red Zone.
- ◆ Don Gosswiller discussed some of the grant programs which are available including RC&D funding. He also indicated another source of grant funding for fire districts: community hospitals.
- ◆ Mike Miller indicated there is a new subdivision being developed by the Butte which is adding a 10,000 gallon water tank. A well will also be established near his home as a static water source.
- ◆ The need for development of an evacuation plan or notification system for the Wildlife Management Areas was discussed.
- ◆ Rick Fawcett will provide the economic analysis for the mitigation actions within the plan.
- ◆ The need for additional planning and zoning requirements for new housing developments was discussed.

- ◆ The public survey responses were provided and discussed.
- ◆ J. Howard Johnson with NRCS was present to provide information in regard to CRP ground. Firebreaks are possible on CRP ground. However, the homeowner needs to check with Farm Service first. He also indicated on the map where CRP ground is located in Jefferson County.
- ◆ The need for a general section relating to zoning requirements, CRP ground and other issues was addressed.
- ◆ Don Gosswiller stated that BLM needs a copy of the plan to review prior to submittal to county commissioners.
- ◆ The need for a signature page to be incorporated into the plan was addressed. This will provide relevant parties the opportunity to state they have participated in the planning process and have reviewed the plan.
- ◆ The Draft of the Mitigation Plan can be reviewed on the ERS website www.ersglobal.net, the password is *jeffersonems*.

Next Steps:

- ❑ Sherry Lufkin will add the WUI Zones and CRP ground to the map. She will provide a PDF file and a large copy of the map for the public meeting on September 9th.
- ❑ Rick Fawcett will perform the economic analysis and incorporate other necessary information into the plan.
- ❑ Shyne Brothers will provide the planning group with a copy of the Bonneville PDF Map File for review.

The public meeting is scheduled for September 9th at 6 p.m. at the Community Center in Rigby.